



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880
Email: clerk@rayleightowncouncil.gov.uk
www.rayleightowncouncil.gov.uk

Minutes of the open Space Committee meeting held on **Monday 19th January 2026 at 7.30pm at The Pavilion, King George V Playing Field.**

MINUTES

OS45 Those present and apologies for absence.

Present: Cllrs E Brewer, J Burton, N Gallop, R Lambourne, D Sperring, C Stanley, M Vernon, SJ Page, V Wilson, R Linden

Apologies: none

Members of Public: 4

Also present: Committee Clerk

OS46 Non-members and substitutes attending.

Non-member: Cllr I Wilson

OS47 Declarations of Members Interests

Members of the Council are subject to paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (non-pecuniary interests) of that Code. Members are also subject to paragraphs 9- 11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest and as such all members of District and County declared their interests regarding relevant items on the agenda.

RESOLVED that the above information be noted.

OS48 Code of Conduct/Civility & Respect

Members noted that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council's Code of Conduct policy together with NALC's Civility and Respect pledge with all participants expected to behave in a professional and constructive manner

RESOLVED that the above information be noted.

OS49 Public Forum

Four members of the public were in attendance.

One member of the public expressed a wish to operate a coffee cart in John Fisher, proposing to trade on Saturdays and Sundays and during school pick-up and drop-off times.

Representatives from Rayleigh Boys & Girls Football Club provided an update to members. They advised that the refurbishment of the pavilion has now been completed and includes toilet facilities accessible to all users. The club has very

recently begun serving tea and coffee on football match days for a small charge and hopes to expand the offering to include items such as burgers and bacon rolls. They confirmed that a hygiene licence has been obtained from Rochford District Council.

The club also advised that the “in” barrier at the John Fisher car park had been struck and dented. They confirmed that they had straightened and closed it.

In addition, the club stated that they will organise a working party to weed the car park as a gesture of goodwill, as the area is currently in poor condition.

Action: Include a standing agenda item for Rayleigh Boys & Girls Football Club on all future agendas.

The office to investigate the condition and repair of the car park barrier.

The chair moved OS 57 to this point on the meeting

OS50 Minutes of the Open Spaces Meeting

RESOLVED all present agreed to approve the minutes of the Town Council meeting that was held on 27th October 2025 as a true record.

OS51 Committee Budget

Members noted the budget for 2025/6.

OS52 To decide to pay for mesh boxes to be installed around the badger holes in John Fisher. Cost from 12k.

The Committee Clerk advised that a site survey must be undertaken to establish the extent of the works required before any decision can be made on funding.

Members were informed that a two-tier survey service is available:

- £300 + VAT for a site survey and written report only (non-refundable).
- £500 + VAT for a site survey followed by exclusion works, with the £500 deducted from the final staged payment if works proceed.

The Committee Clerk further advised that badgers have multiple setts and do not occupy all of them continuously. Badgers may relocate to other established setts, and the holes at John Fisher appear to be an annexe, subsidiary, or satellite sett rather than a permanently occupied main sett.

Resolved: To approve funding for a site survey at a cost of up to £300. Proposed by Cllr Burton, seconded by Cllr Sperring and agreed unanimously.

Action: The office to seek the expert opinion of Adam Aldridge at Rochford District Council and to obtain further quotations once the survey has been completed.

OS53 To agree next year’s budget for 2026/7.

Members considered the budget for 2026/27.

Not Resolved: Members agreed to leave the budget as it was agreed at the OS meeting on 27/10/25. Proposed by Cllr Linden, seconded by Cllr Vernon, with 5 in favour, 3 against, 2 abstentions.

OS54 To note RDC have confirmed the 2 footbridges in John Fisher play fields are part of Public Footpath 22 and Essex highways may fund the maintenance and repairs.

Action: noted

OS55 To note that the Play Inspection report is to be renewed December 2026.

Action: noted

OS56 To note the Work Plan.

Action: noted

Cllr Gallop suggested that a public survey be conducted for John Fisher to gather residents' views on the facilities and what they would like to see on the playing field.

Action: working group to propose questions for the survey.

OS57 To note the request to attend John Fisher from a coffee cart vendor.

This item was discussed under **OS49**

Action: The office to discuss the matter with the new Clerk and report back to the Football Club and the coffee cart vendor.

There being no other business the Chairman closed the meeting at 9.05 pm

Signed.....Chairman.....Date